



GEORGIA DEPARTMENT OF AGRICULTURE

JOB ANNOUNCEMENT

Gary W. Black, Commissioner

- Leave Benefits
- Insurance
- Paid Holidays
- Retirement

JOB TITLE:	AGRI COMPLIANCE SPEC 1 OR AGRI COMPLIANCE SPEC 2 [WORKING TITLE: FARM SAFETY SPECIALIST]
POSITION NUMBER:	00052132
LOCATION:	FOOD SAFETY DIVISION, FARM SAFETY PROGRAM TIFTON, COLQUITT, MITCHELL, THOMAS, AND BROOKS COUNTIES
POSTING DATE:	10/26/2016
APPLICATION DEADLINE:	11/09/2016
WHO MAY APPLY:	ALL QUALIFIED APPLICANTS
PAY GRADE:	F or G
JOB CODE:	RCPo40 or RCPo41
ENTRY SALARY:	\$2,583.34/Month or \$2,686.67/Month or Salary Commensurate With Experience

We at the Georgia Department of Agriculture (GDA) take our responsibilities to you very seriously and are committed to protecting and promoting Georgia's agriculture through superior service and leadership. The mission of the GDA is to protect consumers, promote agriculture, both locally and globally, and assist our customers using education, technology and a professional workforce. The vision of the GDA is to continue to be a globally recognized leader in agricultural excellence through a commitment to safety, quality, growth and innovation.

PLEASE NOTE THAT THIS POSITION IS 100% GRANT FUNDED WITH THE GRANT COMPLETION DATE BEING AUGUST 31, 2021, AND IS SUBJECT TO THE AVAILABILITY OF FUNDS AND SATISFACTORY PROGRESS OF THE PROJECT.

DESCRIPTION OF DUTIES: THIS POSITION IS ASSIGNED TO THE FOLLOWING COUNTIES: TIFTON, COLQUITT, MITCHELL, THOMAS, AND BROOKS COUNTIES. APPLICANT MUST RESIDE IN ONE OF THESE COUNTIES OR BE WILLING TO RELOCATE.

DUTIES INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING:

- Inspects and investigates produce packing sheds. Performs duties in a manner to insure compliance with applicable rules and regulations.
 1. Conducts inspections of all assigned firms using established frequencies and procedures based on applicable laws, rules and regulations relative to sanitation, physical requirements, and food safety.
 2. Observes employees of packing sheds for adherence to health and food sanitation regulations and GMP's governing cleanliness.
 3. Advises packing shed managers and personnel about health and food sanitation rules and regulations.
 4. Notifies supervisor immediately when packing sheds have imminent food sanitation hazards, do not meet minimum standards, or when problems or significant changes in assigned area occur.
 5. Reviews plans and specifications for new or renovated food establishments; consults with owners and/or builders to bring plans into compliance with applicable rules and regulations and provides technical explanations to industry personnel when needed.
 6. Briefs packing shed person in charge on inspection or investigation findings, detailing corrective action when necessary, and completes supportive documentation in an accurate and timely manner.
 7. Maintains all State issued equipment properly.
 8. Works with other State and Federal agencies
- Maintains knowledge of current policies, laws, regulations and developments in the field by reading appropriate policy notices, interpretations and attending training sessions, meetings and conferences.

1. Attends district/agency meetings as required to maintain knowledge of health and food safety programs; attends conferences and training courses as scheduled.
 2. Reads, interprets, communicates and applies information disseminated from policy directives.
- Provides consultation, information, technical assistance and in-service training to packing shed personnel, industry and others regarding health and food sanitation, rules and regulations and enforcement. Maintains relationship with produce farmers and related entities, including Federal, State, and local agencies.
 1. Provides orientation and on the job training in proper inspection and investigation methods to new staff as requested by supervisor.
 2. Provides consultation and technical assistance to others on health and food sanitation issues.
 3. Advises supervisor of problems and/or concerns in a timely manner.
 4. Attends produce safety association meetings and conferences as required.
 5. Fosters a cooperative working relationship with industry, as well as academia, Federal, State, and local agencies.

MINIMUM QUALIFICATIONS:

Agriculture Compliance Specialist 1 (RCP040)—Completion of a bachelor's degree in agronomy, animal science, biology, chemistry or a related field/area; or certification as a registered sanitarian or environmental health specialist.

Agriculture Compliance Specialist 2 (RCP041)—Completion of a bachelor's degree in agronomy, animal science, biology, chemistry or a related field/area and one year of experience conducting inspections or investigations for compliance; or certification as a registered sanitarian or environmental health specialist and one year of experience conducting inspections or investigations for compliance; or one year of experience required at the lower level Agriculture Compliance Specialist 1 (RCP040) or position equivalent.

NOTE: If you are applying for this position based on the college credit, please submit a copy of your college transcript with your application. This will help determine if you meet the qualifications for this position based on education. Failure to submit a transcript may result in not being eligible for this specific position if qualifying based on education.

PREFERRED QUALIFICATIONS: *Preference will be given to applicants, who, in addition to meeting the Minimum Qualifications, possess knowledge, skills and abilities in the following areas:*

- Certification as a registered sanitarian or registered environmental health specialist by the National Environmental Health Association (NEHA) OR two years of professional experience conducting inspections and investigations for compliance with established state and federal health and food and/or milk sanitation laws, rules and regulations;
- Working knowledge of Windows computer operating system and applications.

NOTE: THE GEORGIA DEPARTMENT OF AGRICULTURE CONDUCTS BACKGROUND CHECKS ON ALL FINAL CANDIDATES.

HOW TO APPLY: WE ACCEPT STATE APPLICATIONS BY ANY TRANSMISSION LISTED BELOW. RESUMES MAY BE SUBMITTED IN ADDITION TO THE STATE APPLICATION.

- Mail a completed State of Georgia application to Georgia Department of Agriculture, Personnel Office, Room 300, Agriculture Building, 19 Martin Luther King, Jr. Drive, S.W., Atlanta, Georgia 30334; or
- Fax a completed State of Georgia application to (404) 463-8196; or
- Via Team Georgia Careers <http://team.georgia.gov/careers/>; or
- E-mail a completed State of Georgia application to GDAPersonnel@agr.georgia.gov.

Please reference the job title and position number when submitting paper applications. Applications received without a job title or position number will be considered unsolicited and will not be reviewed. For a copy of the State Application, please visit http://team.georgia.gov/wp-content/uploads/2014/11/State_Application-Standard-3.3.15.pdf or contact the Georgia Department of Administrative Services, Human Resource Administration at (404) 656-2705.

The GDA is an Equal Opportunity Employer.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, age, disability, protected veteran status, or any other characteristic protected by law. All qualified applicants will be considered, but may not necessarily receive an interview. Due to the large volume of submissions received by this office, information concerning application and/or interview status cannot be provided. Selected applicants will be contacted for next steps in the interview process. Applicants who are not selected will not receive notification. This position is subject to close at any time once a satisfactory applicant pool has been identified.

IF YOU NEED AN ACCOMMODATION FOR AN INTERVIEW, PLEASE CONTACT THE PERSONNEL OFFICE AT (404) 656-3615.